

**THE MINUTES OF THE REGULAR MEETING OF THE
HIBBING CITY COUNCIL
Wednesday December 21, 2022**

TIME AND PLACE: A Regular meeting of the Hibbing City Council was held on Wednesday, December 21, 2022 in the City Hall Council Chamber.

CALL TO ORDER: Mayor Rick J. Cannata called the meeting to order at 5:15 p.m.

ATTENDANCE: Present at roll call Mayor Rick J. Cannata, Councilor James Bayliss, Councilor Justin Fosso, Councilor Tim Harkonen, Councilor Jennifer Hoffman Saccoman, Councilor John Schweiberger and Councilor Chris Whitney. Also present were City Administrator Greg Pruszinske, Sr. Executive Assistant Candie Seppala, City Attorney Andy Borland, Clerk-Treasurer Sheena Mulner, City Engineer Jesse Story and Chief of Police Steve Estey.

Mayor Cannata and Councilor Harkonen both spoke briefly about their time as Mayor and as a City Councilor for the City of Hibbing.

ADDs/DELETes:

- **ADD: CONSENT AGENDA #9, #10, #11, #12 & #13**
- **DELETE: DEPARTMENT AND COMMITTEE REPORTS #2a**
- **ADD: DEPARTMENT AND COMMITTEE REPORTS #2b**
- **ADD: BIDS AND QUOTES #1e**
- **DELETE: BIDS AND QUOTES #1b**

APPROVAL OF THE AGENDA:

Councilor Harkonen, supported by Councilor Bayliss, moved to approve the Agenda.

Motion CARRIED

APPROVAL OF MINUTES:

Councilor Schweiberger, supported by Councilor Whitney, moved to approve the minutes of the Regular Hibbing City Council Meeting of December 7, 2022.

Motion CARRIED

CONSENT AGENDA:

Councilor Hoffman Saccoman, supported by Councilor Fosso, moved to approve the Consent Agenda #s 1-13.

DISCUSSION: Sr. Executive Assistant Candie Seppala corrected errors on item #2, #7 & #8.

Motion CARRIED

1. Approve Accounts Payable dated:
 - 12/16/2022, checks #173634-173757, in the amount of \$860,202.06
2. Approve City Payroll for the pay period ending:
 - 12/02/2022, checks #168614-168619, in the amount of \$521,317.99
 - 11/18/2022, comp time checks #168620-168635, in the amount of \$90,478.11
3. Approve the Treasurer/Finance Director Job Description
4. Authorize the hire of Sheena Mulner for the position of Treasurer/Finance Director effective December 22, 2022
5. Approval of the City Clerk/Deputy Administrator Job Description
6. Authorize the hire of Candie Seppala for the position of City Clerk/Deputy Administrator effective December 22, 2022
7. Set the next Reorganization and Regular City Council Meeting for Wednesday, January 4, 2023 at 5:00 p.m. in the Hibbing City Hall Council Chamber
8. Set the next City Council Workshop Meeting for Wednesday, January 4, 2023 following the Reorganization and Regular City Council Meeting in the Hibbing City Hall Council Chamber
9. Authorize the hire of Martine Cianni for the position of Library Specialist with the Hibbing Public Library effective December 22, 2022
10. Approve the Code Enforcement Technician job description with the Hibbing Police Department
11. Authorize the posting of a full-time Code Enforcement Technician with the Hibbing Police Department
12. Approve the updated PBA Technician job description with the Hibbing Police Department
13. Approve the Indoor Play Park Attendant job description

PUBLIC FORUM:

Mayor Rick Cannata stated let it be known that you have five minutes to present your issue and no formal action will be taken at this time and it will be held to five minutes.

Steve Bonacci, 202 Mitchell Avenue, Hibbing, MN 55746 was present and wished to speak about the blight and other activities of a property in Kitzville.

Andy Ross, 308 West Howard St., Hibbing, MN 55746 was present and wished to speak about the plowing that the City does on West Howard St. up to 3rd Ave. West; he also wished to speak about the stop lights on the corner of 1st Ave. and Howard St. Mr. Ross thanked the Mayor for his years of service and the Police Department for the large Fentanyl drug bust.

DEPARTMENT AND COMMITTEE REPORTS:**Authorize updating parking and administrative fines beginning January 1, 2023**

Chief of Police Steve Estey explained that some of the fines he is requesting to update are from the 1990's; he is looking for Council approval.

Councilor Harkonen, supported by Councilor Hoffman Saccoman, moved to authorize updating parking and administrative fines beginning January 1, 2023.

Motion CARRIED

Authorize the City of Hibbing to seek \$600,000 in IRRR Grant Funding for the AEOA Hibbing Shelter Rehabilitation

Community Development Director Betsy Olivanti explained that the City would act as the Fiscal Agent for this Grant Funding; AEOA has already secured some funding from St. Louis County and other regional partners. Community Development Director Olivanti stated that the total project spend is 3.293M.

Councilor Hoffman Saccoman, supported by Councilor Bayliss, moved to authorize the City of Hibbing to seek \$600,000 in IRRR Grant Funding for the AEOA Hibbing Shelter Rehabilitation.

Motion CARRIED

Offer RESOLUTION NO. 22-12-09 RE-ESTABLISHING POLLING LOCATIONS FOR 2023

Clerk-Treasurer Sheena Mulner explained that MN Statute requires this be done by December 31st of each year; these are the same polling locations as they were in 2022.

Councilor Schweiberger, supported by Councilor Fosso, moved to offer RESOLUTION NO. 22-12-09 RE-ESTABLISHING POLLING LOCATIONS FOR 2023.

Motion CARRIED

Offer RESOLUTION NO. 22-12-10 AUTHORIZING COMMENCEMENT OF ADOLPH ALVAREZ ESTATE

City Attorney Andy Borland explained that Adolph Alvarez is the record owner of the old Ace Hardware Building. City Attorney Borland stated that Mr. Alvarez is deceased, and the City has incurred some expenses in having to secure the building; this is the first step in the process of collecting on the debt.

Councilor Harkonen, supported by Councilor Fosso, moved to offer RESOLUTION NO. 22-12-10 AUTHORIZING COMMENCEMENT OF ADOLPH ALVAREZ ESTATE.

Motion CARRIED

Approve ORDINANCE NO. 436, 2ND SERIES AN ORDINANCE OF THE CITY OF HIBBING, MINNESOTA, AMENDING HIBBING CITY CODE CHAPTER 1 GENERAL PROVISIONS AND DEFINITIONS APPLICATION TO THE ENTIRE CITY CODE INCLUDING PENALTY FOR VIOLATION@ BY REPLACING SUBDIVISION 3 OF SECTION 1.02 ENTITLED 'DEFINITIONS'

City Attorney Borland explained that this was discussed at the last City Council meeting; this Ordinance lists separate definitions for the City Clerk and the City Treasurer, the previous Ordinance had them combined.

Councilor Schweiberger, supported by Councilor Bayliss, moved to approve ORDINANCE NO. 436, 2ND SERIES AN ORDINANCE OF THE CITY OF HIBBING, MINNESOTA, AMENDING HIBBING CITY CODE CHAPTER 1 GENERAL PROVISIONS AND DEFINITIONS APPLICATION TO THE ENTIRE CITY CODE INCLUDING PENALTY FOR VIOLATION@ BY REPLACING SUBDIVISION 3 OF SECTION 1.02 ENTITLED 'DEFINITIONS'.

Motion CARRIED

Approve ORDINANCE NO. 437, 2ND SERIES AN ORDINANCE OF THE CITY OF HIBBING, MINNESOTA, AMENDING HIBBING CITY CODE CHAPTER 20 ENTITLED "LISTING OF UNCODED ORDINANCES IN EFFECT" BY ADDING A DELEGATION OF CERTAIN DUTIES OF THE CITY CLERK TO THE CITY TREASURER; AND, BY ADOPTING BY REFERENCE, HIBBING CITY CODE CHAPTER 1 WHICH, AMONG OTHER THINGS, CONTAINS PENALTY PROVISIONS

City Attorney Borland explained that this Ordinance delegates certain duties of the City Clerk that deals with finance to the City Treasurer. City Attorney Borland stated that in order to

delegate duties away from the City Clerk you need to pass an Ordinance and advise the State of the same.

Councilor Hoffman Saccoman, supported by Councilor Harkonen, moved to approve ORDINANCE NO. 437, 2ND SERIES AN ORDINANCE OF THE CITY OF HIBBING, MINNESOTA, AMENDING HIBBING CITY CODE CHAPTER 20 ENTITLED "LISTING OF UNCODED ORDINANCES IN EFFECT" BY ADDING A DELEGATION OF CERTAIN DUTIES OF THE CITY CLERK TO THE CITY TREASURER; AND, BY ADOPTING BY REFERENCE, HIBBING CITY CODE CHAPTER 1 WHICH, AMONG OTHER THINGS, CONTAINS PENALTY PROVISIONS.

Discussion: Councilor Hoffman Saccoman asked City Attorney Borland if his office will notify the State; City Attorney Borland stated yes.

Motion CARRIED

Offer RESOLUTION NO. 22-12-11 ACCEPTING THE DONATION ON BEHALF OF THE CENTRAL RANGE PICKLEBALL ASSOCIATION FROM THE BEN OWENS FOUNDATION IN THE AMOUNT OF \$65,000

City Services Director Nick Arola explained that this donation comes from the fundraising efforts of the Central Range Pickleball Association; it is a big help to them reaching their goal.

Councilor Bayliss, supported by Councilor Hoffman Saccoman, moved to offer RESOLUTION NO. 22-12-11 ACCEPTING THE DONATION ON BEHALF OF THE CENTRAL RANGE PICKLEBALL ASSOCIATION FROM THE BEN OWENS FOUNDATION IN THE AMOUNT OF \$65,000.

Motion CARRIED

City Administrator's Annual Report

City Administrator Greg Pruszinske handed out to the City Council and went over the City's 2022 Annual Report. City Administrator Pruszinske thanked Councilor Harkonen and Mayor Cannata for their years of service.

Discussion: Councilor Hoffman Saccoman thanked City Administrator Pruszinske and all City Staff that worked on the Annual Report.

BIDS AND QUOTES:

Approve the quote for saddle assemblies for the "Hendricks" suspension on Dump Truck #66 from Mid-State Truck Service in the amount of \$5,477.70

City Engineer Jesse Story explained that this truck is a 2005 and is worth fixing, it's in good running condition; he's asking for Council approval.

Councilor Harkonen, supported by Councilor Whitney, moved to approve the quote for saddle assemblies for the "Hendricks" suspension on Dump Truck #66 from Mid-State Truck Service in the amount of \$5,477.70.

Motion CARRIED

Approve the quote for replacement tires for the front of truck #66046 Front-End Loader to Iron Range Tire in the amount of \$4,180.00

City Engineer Story explained that this is the older loader, but it is still used a lot.

Councilor Schweiberger, supported by Councilor Fosso, moved to approve the quote for replacement tires for the front of truck #66046 Front-End Loader to Iron Range Tire in the amount of \$4,180.00.

Motion CARRIED

Approve the purchase of a new Vactor Jet Truck from MacQueen Equipment in the amount of \$585,835.36

City Engineer Story explained that this will replace the 2010 truck and the 2010 will become the back-up, the 1995 model current back-up will be declared a surplus equipment and will be auctioned off. City Engineer Story stated that this is a vital piece of the fleet and is used from thaw until freeze up and sometimes during the winter for jetting city sewer lines and storm sewers.

Councilor Hoffman Saccoman, supported by Councilor Harkonen, moved to approve the purchase of a new Vactor Jet Truck from MacQueen Equipment in the amount of \$585,835.36.

Motion CARRIED

Approve the purchase of sludge pump parts to rebuild a pump to Liberty Process Equipment in the amount of \$7,744 plus shipping

City Engineer Story stated that Dave Hurd from the Treatment Plant is present to speak about this item. Mr. Hurd explained they have gotten 18 years from this pump, there's been two minor rebuilds and now it needs a major rebuild.

Councilor Schweiberger, supported by Councilor Fosso, moved to approve the purchase of sludge pump parts to rebuild a pump to Liberty Process Equipment in the amount of \$7,744 plus shipping.

Motion CARRIED

Approve the request to place equipment order with Bobcat of Duluth for the purchase of a Bobcat UW56 with bonding money in the amount of \$80,193.86

City Services Director Arola explained that this is a tool cat with a blower attachment and a broom attachment, it will be used primarily at City Hall, the Library and the Memorial Building for snow removal in the winter.

Councilor Bayliss, supported by Councilor Harkonen, moved to approve the request to place equipment order with Bobcat of Duluth for the purchase of a Bobcat UW56 with bonding money in the amount of \$80,193.86.

Motion CARRIED

Approve the request to place equipment order with MTI Distributing for the purchase a Toro Greensmaster 3150 TriPlex Mower in the amount of \$41,121.94

City Services Director Arola explained that this will replace the 2011 model at the golf course and the 2011 model will become the back-up; looking to update the greens mower fleet.

Councilor Hoffman Saccoman, supported by Councilor Schweiberger, moved to approve the request to place equipment order with MTI Distributing for the purchase a Toro Greensmaster 3150 TriPlex Mower in the amount of \$41,121.94.

Motion CARRIED

Approve the purchase to place order with MTI Distributing for the purchase of a Toro SP5040 Infield Drag in the amount of \$25,664.81

City Services Director Arola explained that this will be used for the ball fields at Vic Power and at Bennett Park and also for the bunkers at the golf course.

Councilor Fosso, supported by Councilor Whitney, moved to approve the purchase to place order with MTI Distributing for the purchase of a Toro SP5040 Infield Drag in the amount of \$25,664.81.

Discussion: Councilor Hoffman Saccoman asked if the City received a discount for purchasing two large pieces of equipment; City Services Director Arola stated no, it is state contract pricing.

Motion CARRIED

Approve the purchase to place an order to place an equipment order with MTI Distributing for the purchase of a Ventrac 4520 Tractor in the amount of \$58,739.72

City Services Director Arola explained that this is a multi-use tractor that will be used in the winter for snow removal and in the summer to mow trails and rougher terrain, they will get year-round use from this.

Councilor Harkonen, supported by Councilor Schweiberger, moved to approve the purchase to place an order to place an equipment order with MTI Distributing for the purchase of a Ventrac 4520 Tractor in the amount of \$58,739.72.

Discussion: Councilor Whitney asked if any of these large purchases can be leased rather than purchased outright; City Services Director Arola stated yes, they have looked into that and have leased in the past, sometimes that is a good option, this he feels is better to purchase for the length of time they plan to use it. City Engineer Story also stated that we do lease the six graders every year and have the option to purchase if wanted, they also looked at the cost of leasing the sweeper versus purchasing earlier this fall when they purchased the sweeper.

Motion CARRIED

BOARDS AND COMMISSIONS:

LICENSES AND PERMITS:

Councilor Harkonen, supported by Councilor Fosso, moved to approve the Raffle Permit Application Request of the Hibbing Area Chamber of Commerce to hold their raffle at the Hibbing National Guard Armory on Friday, February 3, 2023.

Motion CARRIED

Councilor Schweiberger, supported by Councilor Bayliss, moved to approve the Special Event Permit Application of the Range Nordic Gliders to host the Carey Lake Classic Challenge on Saturday, February 18, 2023 at the Carey Lake South Parking Lot.

Motion CARRIED

CLOSED SESSION: FOR THE PURPOSE OF LABOR NEGOTIATIONS STRATEGY PURSUANT TO MN ST SECTION 13D.03SUB.1(b)

Councilor Harkonen, supported by Councilor Fosso, moved to go into closed session for the purpose of labor negotiations strategy pursuant to MN ST Section 13d.03sub.1(b).

Motion CARRIED

Mayor Cannata wished everyone a Merry Christmas and a Happy New Year.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:05 p.m. by Councilor Harkonen and supported by Councilor Bayliss.

Motion CARRIED

CITY OF HIBBING

ATTEST:


Candie Seppala, City Clerk/Deputy Administrator


Rick J. Cannata, Mayor